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ABSTRACT

This guide addresses itself to individuals or groups wanting to help with Vietnamese resettlement. It is noted that there is a distinct advantage to group sponsorship because the costs of support are spread and it allows for extended maintenance while the language is learned and jobs are located. The first part of the guide outlines: (1) the steps to be taken in order to set up a sponsorship program, including suggestions for leadership, organization, meetings, headquarters, and publicity; (2) the functions of the sponsorship program, including public relations, fund raising, jobs, housing, food, clothing, recruitment of volunteers, and reception and (3) the setting up of learning opportunities, which include language classes, a business and professional council, and social and cultural orientation. Addendum 1 discusses more specifically some of the topics treated in the outline. Names and addresses of people or organizations that have information on particular areas are given throughout the outline. Addendum 2 is a menu for a full Vietnamese meal, with recipes. (TL)

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An Organization and Welcome Guide for Groups Sponsoring Indochinese Refugees

U.S. DEPARTMENT OF HEALTH
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

INTERAGE' CY TASK FORCE FOR INDOCHINA REFUGEES

Publication 3

July 1975

We wish to thank Jane Planck, of Washington, D. C. for preparing this brochure.

It is through the efforts of tireless volunteers such as Mrs. Planck that ideas can become happenings. In all our national periods of stress volunteers have come forth efficiently, capably and compassionately to help. Many volunteers are coming forth to help with the current Indochinese refugee resettlement program. We welcome them and are grateful to them all.

Julia Vadala Taft

Julia Vadala Taft
Director
Interagency Task Force

As sponsorship programs are initiated, individual local needs will develop that are not included in this "blue print;" and conversely, not all of this outline will apply in every case.

It is intended to serve as a springboard, underscore the need, suggest ideas, save time, and generally provide an earlier start for an individual, or group, wanting to help with Vietnamese resettlement.

The experiences developing around the country thus far indicate the distinct advantage of group sponsorship. It not only spreads the cost of immediate support but it allows for extended maintenance while the language is learned and jobs are located. This will be necessary with about 40% of the New Immigrants.

In the face of culture shock affecting some and the evidence of close family relationships with all of them, it will be well to relocate a minimum of three families in an area with no other Vietnamese whenever it is possible to do so. An alternate solution would be to sponsor one "extended family" when their total number is compatible with the sponsoring group's capability.

VIETNAMESE RESETTLEMENT VOLUNTEER SPONSOR PROGRAM

A NEW NEIGHBOR WELCOME TO NEW IMMIGRANTS

By Jane Planck

I. SPONSOR COMMITTEE ORGANIZATION

A. Leadership

1. Identify an individual, service club, church group, business organization, or other known local source.

2. Announce an organization meeting via all media.

B. Organization Meeting

1. Elect an Administrative Staff

a. Chairman and Co-Chairman

-make policy decisions

-determine local potential to sponsor VN (including full maintenance where no family member has English. Can be several months.)

-be available for media interviews

-appoint Action Group Chairmen (when none volunteer)

-originate or locate contacts for donated office supplies, and equipment use (typewriters, copier, office furnishings) before renting them

-attend all meetings

b. Coordinator: a vital position - the heart-line of the operation. Select carefully.

-can initiate action, is a two-way information pipe-line, must be advised of all action taken or planned, and dispenses enthusiasm

-coordinates all Action Groups

-if sponsorship is to be large (50 or over) coordinator will need an assistant

-authorizes large copier use, and printing orders

c. Counsel

-arranges non-profit status (for an extensive sponsorship)

-provides legal advice

-can be one of the chairmen

d. Treasurer

-sets up the bookkeeping system

-opens bank accounts

-issues Petty Cash fund to secretary

-provides contribution receipts (copier made and issued in duplicate)

-authorizes someone to sign checks (the secretary is the one dependably available)

-publishes the final audit with a whale of a public "Thank you for your invaluable support."

e. Secretary: The Information Center

-keeps a daily log for quick reference on actions and information

-sets up a 3 x 5 card filing system first thing for supply sources and the all-important contacts. Have the name, address, phone number, official title and what the position includes; also record any agreement

-files a typed record of committee meetings and decisions

-receives, distributes and answers all correspondence

-keeps a permanent file of correspondence, invoices, agreements, etc.

-accepts contributions, issues receipts, records and deposits the funds

-maintains a Petty Cash fund and records its use

-writes and mails checks

-responsible for depositing funds

f. Public Relations Chairman (See Action Group 1)

g. Fund Raiser Chairman (See Action Group 2)

2. Estimate early operating expenses

   a. For office supplies, telephone, transportation, printing, utilities

   b. Discuss donation potential and/or alternatives

3. Authorize Fund-Raiser to locate "first expense" fund

4. Delegate Housing Chairman to locate a Headquarters Office (free, if possible)

   a. Can be a vacant office, church room, lodge hall, Court House room, private home (!) or vacant store, which can double as the "Clothing Center"

5. Identify Action Groups and provide Chairmen

   a. Jobs, Housing, Food, Clothing, Volunteer Corps, Reception, Language Classes, Business and Professional Council, Orientation

   b. Solicit volunteers to compose each group

c. Elect, or nominate, chairman for each group

d. Request folder files to be kept by all Action Chairmen on projects and contacts of each group. It becomes quite valuable.

e. Agree on a permanent name for the committee as an entity

C. Headquarters

1. Location. Announce it immediately via all media.

2. Furnishings - desk(s) (can be card tables), chairs, shelves, long utility-use tables, typewriter table(s), secretary chair(s)

3. Equipment - typewriter(s), phone(s), copier

4. Office supply check list.

In-out boxes (empty stationery boxes will serve)
Spindles (1 long nail through a piece of 1 x 4)
Memo pads (xerox "discards", cut up)
Large appointment book (the daily "log")
Masking tape (to use on wall tape-ups)
Scotch tape (not to use on walls)
Flair-tip pens (by the dozen)
3 x 5 file box (can be a woman's shoe box)
9 x 12 rug, toys, crayons and coloring books, plus a play pen so young mothers can volunteer
Stationery
Long and short envelopes
Poster boards
Manila folders
Yellow legal pads
Steno pads
Daily desk calendar
Scissors
Stapler and remover
Paper clips
Rubber bands
Name and address stamp
Special use stamps and pad
Marking pens
3 x 5 cards

D. Action Groups

1. Public Relations

a. Announces location, phone number, useful early donations (office furniture, equipment and supplies) and the purpose

b. Sends information to all local groups for meeting announcements

c. Establishes personal contact with all available communications media, including as many staff members as possible, particularly photographers

d. Maintains regular contact with available public service announcements on media channels

e. Keeps the media advised of progress at all times

f. Maintains (or oversees) news clip album on local and national new immigrant progress

g. Arranges early for news coverage of any activity involving the Sponsor Committee and/or New Immigrants

h. Prepares press releases!

-include acknowledgments for any contributions and/or donations

-watch especially for human interest involvements: community expressions of interest, children's letters, VN experiences during their transition. Contact Vets with VN experience who became interested in the people

i. Prepares a fund raising letter

-if mailing list exceeds typist capacity, type the form on the office typewriter, using a "Dear Friend" salutation, and the date. Reproduce with copier or photo printing.

j. Prepares "Thank You" acknowledgments

-if there are many, a form-type letter can be prepared but insert a personal paragraph on the specific donation.

-include Home Office executives when the contributed effort was through, or from, a branch office.

k. Submits all publicity and projects for Chairman and Co-Chairman approval.

l. Promotes clothing, furniture and household furnishings drive. (Canned goods can be included)

m. Prepares an article (to use with Fund Drive) to advise the public of possible need for total support until the VN learn enough English to be employable.

2. Fund Raiser

a. Work with Public Relations to keep the public informed of amounts needed:

-for operating expenses, even if minimal

-for VN support

b. Work with Public Relations to send solicitation letter to local businesses.

c. Prepare fund drive affairs

-barn dances

-street fair and dance

-lawn party with auction of contributed items: dinner for two, movies, motel weekend, concert tickets for two, greens fees, merchandise, pony rides, food and beverage sales, etc.

-special movies

-summer picnic and concert benefit

-benefit bridge games

d. Organize mailing lists

e. Recontact sources

3. Jobs

a. Appoint a job search committee

b. Publicize job search in all media. Include club announcements, church newsletters, and add the need to be a good New Neighbor

-450,000 enter the US annually through normal immigration channels

-60% of the VN are children or the elderly

-the total of approximately 30,000 jobs for VN will spread out around the country

-the U.S. absorbed over half a million immigrants in the 30's when unemployment ranged between 14.3 and 24.9 percent

c. Identify and list potential employment sources

-Chamber of Commerce rosters

-Yellow Pages telephone directory

-City Hall business license bureau

-Manufacturing, assembly plants, food service, other service organizations, maintenance companies, moving and storage, fabricating plants, research (there are many highly educated VN with fluent English), farms, nurseries, hospitals, clothing manufacturers, tailors.

d. Divide employment source list and assign to volunteers for personal solicitation

e. Advise employers that your first effort to find employment is for Vietnamese with English capability (maintenance and food service work can be handled without English with preliminary instruction by an interpreter).

f. Keep a file on job offers, required skills, minimum language ability, reporting time, salary, available transportation.

g. Coordinate with housing. Keep them posted.

h. For each job offer complete a Sponsor Form (Addendum 3) and send to your coordinating Volag at the nearest Reception Center listed on the Sponsor Form.

i. Call a meeting of bankers, lawyers, Chamber of Commerce and other interested citizens to consider establishing a farm cooperative; handicraft center to produce lacquer ware, ceramics, hand-weaving and embroidery; a restaurant; clothing manufacture.

j. Investigate SBA loan availability. They are gearing up to work in this area.

k. Schedule follow-up of Vietnamese to see that conditions are free of impositions.

l. PUSH EFFORTS FOR LOCAL AND STATE RE-ACCREDITATION.

4. Housing

a. Prepare an Information Form for 3 x 5 cards to record available housing.

-color code cards for temporary private house offers

-pin the area wall map as housing is located

b. Keep the secretary and Coordinator fully informed of prospects.

c. Check for vacated school buildings equipped with showers, toilets, kitchen facilities, and convertible rooms.

d. Contact real estate companies for available vacancies.

e. Announce through all media the need to locate available apartments or houses, furnished or unfurnished. Include notice of a furniture collection storage center.

f. Inspect all locations.

g. Contact utilities for accommodations about deposits - many VN will arrive without funds.

h. Be prepared to arrange for multi-occupancy waivers if they should become necessary.

i. Arrange for a volunteer clean-up crew before occupancy; otherwise provide cleaning supplies.

j. Set up Furnishings Collection Center.

k. Make daily announcements on public service media of furnishing needs.

l. Solicit the use of furniture pick-up truck.

m. For a substitute bed, foam rubber lounge chair pads on the floor make a familiar bed to Vietnamese.

n. China and glass factories have "seconds" for a nominal cost.

5. Food

a. Schedule free physicals to verify health conditions, and identify any malnutrition - especially in children.

b. Provide a basic supply of groceries and go heavy on the rice. Allow at least one pound per day per person.

c. Provide addresses of any local Vietnamese or Oriental grocery store.

d. Escort Vietnamese on a thorough familiarization supermarket tour - <u>after</u> the first-day town tour.

e. Introduce the 2-wheel shopping cart.

f. Acquaint Vietnamese with U.S. County Extension Agent system, especially for local vegetable-growing advice.

6. Clothing

a. Locate a "Clothing Closet" Center

- equipment: long tables, coat hangers, clothing racks (can be made with plumbing shop 1" pipes, or stretched ropes), shelving, 1" masking tape and non-smear pens to attach clothing sizes, iron and board, mending supplies.

b. Announce the Clothing Center regularly on public service broadcasts.

- emphasize <u>small</u> sizes for both men and women.

- be specific on items: men and boys' shirts, pants, shorts, and ties, overcoats, heavy jackets (and light), sweaters, underwear and socks; women and girls' dresses, coats, sweaters, skirts, slacks, underthings, hosiery, socks, scarves. Rainwear and canvas shoes for all.

c. Solicit (or rent) use of sewing machine(s).

d. Curtain off a fitting room, with a long mirror.

e. Provide sorters and markers with large wall poster of American sizing system with its Vietnamese equivalent.

- an apparel metric guide is available from:

Ed. Smith, V.P. for International Sales
Continental Building
Dallas, Texas 75201

Phone: 214 748-5211

f. Shoes should be new and properly fitted.

- plan a Shoe Fund Drive.

g. Arrange for laundering and self-service dry cleaning of collected clothing.

h. Notify church news letter editors of the need for mending volunteers.

i. Contact resale clothing shops. They donate end-of-the-season clothes.

7. Volunteers: The Life-Line

a. Regular communication with this committee is the body that holds the heart-line and life-lines together

b. Sponsor Committee Chairman makes a public announcement for the following volunteers:

- interpreters

- clothing center staff

- mending and alteration sewers

- furnishings center staff. Need some men.

- headquarters staff
  typists, filing, phoning, messengers, researchers for Action Groups, housing and jobs.

- escorts

- language teachers - especially Laubach trained.

c. Church news letters are a good source for volunteers.

d. Self-adhesive address labels make good daily name tags. Identify the position of each one for the first week.

8. Reception

a. Round up interpreters.

b. Meet arriving Vietnamese and escort them to their home.

c. Provide a First Meal arrangement.

- it must include rice, and hopefully their favorite seasoning: a fish sauce.

- a Vietnamese menu, with recipes, is in Addendum 2

d. Escort to Clothing and Furnishings Center(s), and to the new employer.

e. Show them the nearest grocery and drug store.

f. Plan a town tour.

- residential, business center, and a shopping center.

g. Become familiar with Social Service Agencies and explain them to the Vietnamese.

h. Arrange a meeting for resident Vietnamese (or a qualified substitute) to inform New Immigrants of American do's and don'ts of public health laws, social customs, etc.

i. Plan a welcoming party or pot-luck picnic, hosted by the Sponsor Committee, or an organization, and warm their chilled hearts.

j. Arrange follow-up home hospitality evening to introduce the Vietnamese to American homes and families.

II. LEARNING OPPORTUNITIES

A. Language Classes

1. Pre-arrival arrangements

a. Contact local school systems for available English teaching facility

b. Advertise for local Laubach each-one-teach-one instructor

c. Offer Laubach training to volunteer and/or retired teachers

- information and a national list of Workshop Teachers is available from:

National Affiliation for Literacy Advance
POB 131
Syracuse, New York 13120

d. Reserve a classroom for Laubach Workshop (15-30 hours)

- one-to-one lessons are usually for illiterates, and group workshops are for others.

- send for a textbook list for teaching English to other nationals:

Americanization School
36th and Prospect Streets, N.W.
Washington, D. C. 20007

B. Business and Professional Council

1. Set up a group of retired business and professional persons to discuss:

   a. American business methods and practices

   b. Citizen eligibility requirements

   c. Present educational opportunities, nursery through college, and continuation education

   d. Scholarship and Federal Education Loans

      - for any problem on education loan availability contact:

        Don Wortman, Deputy Assistant Secretary for Program Systems
        HEW Task Force on Refugees
        300 Independence Avenue, S.W.
        Washington, D. C. 20201

        Phone: 202-245-6024

2. Arrange contact with Manpower Training Program

3. Provide alternative evening classes in high school and/or adult education facilities - with volunteer teachers for:

   - dressmaking/tailoring

   - knitting: sweaters, socks, women's coats, afghans, hooked rugs (contact mills for material source)

   - manual training: carpentry, plumbing, electrician, small applicance and TV repair

C. Orientation

1. For "Adjustment Shock" pamphlet (primarily for adopted children but generally helpful send to:

   Holt Adoption Agency
   POB 2782
   Eugene, Oregon 97402

2. Provide escorts for get-acquainted tours to:

   - City Hall: What it does, how it is used.
   - Post Office and its services. (In Vietnam the P.O. sends the telegrams.)
   - Banks
   - Department stores
   - Shopping centers: supermarket, drug store, laundromat and self-service dry cleaning, hardware, variety stores such as Woolworth's.

3. Arrange How-To sessions on:

   - using American eating tools
   - public transportation
   - pedestrian rules
   - paying utility bills
   - getting a driver's license
   - finding consignment/resale clothing shops
   - use of Yellow Pages directory
   - enrolling in schools: pre-enrollment requirements
   - initiating an employment search. how to contact agencies, private, federal or State, and how to use classified ads.
   - applying for work: resumes and interviews
   - time consciousness - the American way
   - using County Extension Agency services

4. Religion

   - freedom of worship
   - address of local Buddhist society

5. Community services and activities

   - public parks and recreation department

   - public library

   - social services

6. Leisure time and entertainment

   - television, movies, public parks and concerts, public swimming pools and playgrounds, indoor recreation centers, special holiday events and youth groups: Girl and Boy Scouts, Big Brother and Sister Clubs, Camp Fire Girls

ADDENDUM I

VIETNAMESE SPONSOR RESETTLEMENT PROGRAM

I - ORGANIZATION

Leadership. Every community has individuals, or groups, quick to respond when there is a civic need for action. This is part of the American Way. There is now a pressing need to resettle the Vietnamese who have expressed a preference to be called "New Immigrants". When the leadership for sponsoring group has been identified locally, plans for helping the Vietnamese resettle in the community can progress to an organization meeting. An immediate public announcement of the proposal and the need for public support will help bring early assistance from businesses and the public generally.

Many church groups and individuals have been in the vanguard of offers for sponsorship. Churches with public assistance programs already functioning have been equipped to accept these New Immigrants immediately. They also have the advantage of not needing a competency investigation by Volags (Voluntary Agencies appointed by the State Department to process New Immigrants).

As an example, a Northern Virginia ecumenical group of churches organized an assistance program five years ago with a full-time "Clothes Closet" (it is maintained in the basement of one of the churches), with regularly scheduled volunteers who serve two months at a time, provide transportation, locate housing, and help to find work for those in need. Thus they were well established and able to offer immediate sponsorship of a Vietnamese family.

But ten churches in Grand Rapids, Michigan, moved from scratch with equal speed as they united to pool their effort, and decided at once to sponsor two hundred people.

At the organizational meeting for this sponsorship, specific attention should be given to the following:

Committee Staff. The two Chairmen positions do not have to be full-time but they do need to be filled by the kind of citizen whose very presence lends such integrity that the public can respond confidently. The legal counsel and treasurer posts require a minimal time-demand; but the Coordinator's day will be long. Consequently, this job needs the full-time and strong, organizational talent of a vibrant, enthusiastic individual able to encourage volunteers to know their time is well spent.

A pleasant, capable secretary can keep any organization operating smoothly; but for this project especially, communication is the keynote and the secretary must be kept fully advised at all times. There is much pressure in an emergency-type operation and a well-informed secretary, along with the Coordinator, can be the balance wheel.

Headquarters. The most important consideration in locating an office is to find rent-free space, whether it is an unfinished area in a new building, an unused office, a warehouse, or an available family room (with a highly motivated family). The number of phones to install would be dictated by how large the sponsorship is to be.

Public Relations - Fund Raiser. It would be advantageous to find a Public Relations Chairman already acquainted in the local media arena. However, if a regular PR person does not turn up at the organization meeting, an interested individual with tenacity and imagination can soon make the necessary contacts. Attentive and understanding reporters, announcers and/or editors will help to continue the project with the right kind of public communication.

Varying the human interest angles of the whole resettlement problem keeps public attention focused, and offers a better understanding of the individual citizen's own place in the overall picture. Part of this picture is that many New Immigrant families will require full support until the English language has been mastered sufficiently for them to hold down a job. An article, or series of articles, detailing this part of the problem is essential if the public is to understand the situation better and be willing to offer financial assistance.

Once a group has decided on the number of families, or individuals, it can sponsor; and whether its sponsorship can be total or partial, a more accurate budget forecast is possible. Various fund sources, such as area colleges, businesses, factories, clubs, and a neighborhood canvas, etc., can be scheduled by individual members of the group for a concentrated drive in their particular area.

As the need to help the New Immigrants start a new life becomes clearer to a well-informed public, many original contributors will respond with additional financial support. As of this writing, Congress has agreed to reimburse States for funds they use in the resettlement program. With this in mind, local budgets can be planned to meet expenses not covered by State assistance.

Jobs. Jobs are all-important and no one realizes this more than the New Immigrants, but they have a major problem and now they know this too. It is an unwillingness to break up their "extended families", a group that can easily be twenty or more persons. They realize it must be done if they are to find sponsors and jobs, and get on with their resettlement. So, with serious intent, immediate families accept sponsor offers and plan to relocate but when departure time actually arrives, they cannot bring themselves to go their separate ways. Often, three to four generations live together as a family unit.

Partly for this reason, and also to help buffer the sudden removal to a totally new culture, there should be a minimum of three (immediate) Vietnamese families sponsored into a community having no other Vietnamese.

This close family devotion may well be the most important contribution of our New Immigrants to their new homeland. Vietnamese family love and devotion is too valuable an asset to take apart thoughtlessly, if it can be avoided. Insofar as an organized Sponsor Group can provide for an "extended family", it will be to our benefit to make every effort to keep them together.

Housing. Until resettlement is accomplished and families have regained the necessities of work, food and clothing, homes with minimal basic furnishing will suffice. There are some readily available American substitutes for traditional Vietnamese furnishings as the following would indicate. They are accustomed to low beds, and to pallets on the floor. Two of our foam rubber summer lounge pads (if they are the thinner ones) would make a comfortable approximation of the Japanese Futon bed roll, and will serve until the family income can provide regular beds.

The Housing Committee will be able to find people willing to share their home, if other expenses can be provided by a second sponsor or a sponsoring group. Multi-sponsors of individuals, or families, have provided the best method thus far for early resettlement of the Vietnamese. Some church groups in combination have sufficient means to care for several families.

Food. It would be helpful to include in the orientation program a discussion by a Home Economist of the "basic seven" foods considered necessary here for an adequate diet, especially with the change in climate some of the Vietnamese are going to experience. Generally, their menu is not too

different to our own. Their average daily diet includes vegetable soup, prepared meat or fish dishes, and always, rice. Vegetables are cooked very lightly and meat is cut into small, thin pieces, smaller than what we call "bite-size". Pepper and an ever-present fish sauce is a part of most recipes; and no Vietnamese considers the meal adequate without a bowl of rice. Even a four-course dinner can send them away from the table hungry if rice has not been served; nor is a table setting complete without fish sauce for seasoning.

Many New Immigrants at Reception Centers are finding it difficult to adjust to our foods, but after several weeks of this strange new diet, it is hoped that their systems become fairly well conditioned to American foods. Nevertheless, their New Neighbors should be familiar with a few problems. Some children may not be ready for our whole milk and will do better on powdered milk, even thinner than we usually prepare it and with honey or sugar added to sweeten it lightly. Those who have been subjected to an extremely limited diet due to war-time conditions will need to have their systems introduced gradually to normal meals very simply prepared.

Including the Cornell Bread recipe with the Vietnamese menu in Addendum 2 does not ignore the fact that the Vietnamese are not bread-eaters. It is added because of the high nutritional value it offers to people on limited incomes with large families. Two slices of this bread, along with butter, a glass of milk, and a serving of Boston Baked Soy Beans can provide a substantial, nutritious meal at an average cost of 36¢ per serving. The Bean receipe is also included.

This menu is not recommended for a steady diet, but it does offer a healthful alternate meal to supplement a low family budget caught in the crunch of a high-priced market basket.

If the Vietnamese are helped to understand the nutritional value of soy beans for their families, it can encourage them to at least give them a try. It can also help to counter the inclination to double the rice bowl for a hungry family, especially one with growing children.

Clothing. Do furnish an explanation of American dress habits early on. No woman, from Asia or elsewhere, wants to learn too late that she was not wearing the right thing at the right time. If introductory talks are given, she will be prepared with the right information once she regains a normal wardrobe.

There will be a serious need for clothing at first. Many Vietnamese had only fifteen minutes' notice to leave for Tannsonhut airport in Saigon, or to make their way to the boats.

With a sewing machine, volunteers, an instructor, and the Vietnamese women to help put it all together, they could soon be re-clothed. They could also learn how to tailor slacks for themselves, shirts and pants for their men.

There are still textile factory outlets in this country where fabrics are available from 25¢ a yard and up. A solicitation to the factory by the Fund-Raiser might elicit contributed materials for New Immigrant sewing classes. The same procedure could possibly find yarn to use for knitting classes to make sweaters, socks, women's coats and dresses, afghans, and hooked rugs.

Volunteers. The strength of this program depends heavily on the continuing support of volunteers. If the Committee organizes soundly it can be alert to maintain full communication with the staff and sustain its interest in the project to a successful conclusion. But for this to be accomplished, volunteers must believe their effort is essential. They must be allowed to assume responsibility and the Coordinator must keep them well-informed on activities in all areas. This information can come directly from the Coordinator, through the use of bulletin board notices, or by way of the secretary. Periodic meetings with progress reports and a solicitation of their ideas reinforces their sense of involvement.

Reception. If this group wants to provide a truly welcoming note for a newly arrived family, it can plan for them a first night meal, one that can be eaten with chopsticks; and offer to each member of the family, his own small bottle of fish sauce along with a pair of chopsticks. (The recipe for fish sauce is in Addendum 2.) Remember also to be ready with seconds, and even thirds, for the rice bowls. This gesture will help ease the tension of their first night in yet another strange location. If it can be managed, an accompanying gift of a small, stiff bolster (called a "Dutch Wife") for children under six will provide them with their version of a "security blanket".

Language. Set up language classes in the quickest way possible, whether they are en masse with one teacher, or the Laubach each-one-teach-one method. A special appeal to retired persons for help with language instruction could develop an on-going teacher corps of the Laubach system. Arranging for both individual and class instruction may be the best way to meet this critical need. The Americanization School at 36th and Prospect Streets, N.W., Washington, D.C. 20007, can provide a list of textbooks they use in their classes. A volunteer at Pendleton is teaching English to an enthusiastic class of six hundred.

Business and Professional Council. For the most part, the Vietnamese are a proud people. They are gentle, with beautiful manners, and most of all they want to be self-supporting. This is not to say there are not among them the familiar type problem-people. There are, and this makes a careful follow-up on resettlement procedures all the more important. It can protect the honorable Vietnamese and new employers as well as sponsoring groups. Their own common knowledge of corruption among officials has tended to make them distrustful, sometimes of each other. It is up to us to help overcome this sensitivity.

It is important, too, to help them understand that graft and corruption are not an American way of life. We must make them realize that while we, too, have immoral individuals operating illegally, they do so at great risk. Along with your introduction to available social services, advise them about legal-aid and consumer help, then outline for them some of the "con artist" methods.

Orientation. Like most Asians, Vietnamese tend to couch their answers in the affirmative even when they mean "no." Their motive is one of courtesy as they consider it impolite to disagree if it can be avoided. If you ask have they been to, or have they done, such and such, the answer can be "yes". This can really mean "Yes, I have not been to... done so...." or whatever. If you are not aware of this early on, conversations can be puzzling; but remember it and time, added to your hospitality efforts, will solve this problem, also.

Another contradiction is our use of a good-by wave. To the Vietnamese it means "come here," and the crook of a finger is used only to summon a dog. But common need is universal and it can help the New Immigrant to adjust faster here if you let him know he is not expected to become an expert on our ways and customs overnight. Emphasize that

questions are welcome at any time, on any subject, that mistakes are not fatal and we have only admiration for the one who possibly stumbles, but picks himself up and starts over again.

Just remember, everything in your town will be strange and require time for adjustment. The New Immigrants will be too polite to risk offending you by asking about things puzzling them. It is up to you to anticipate what needs explaining.

Nearly every city will be able to assemble a list of interpreters to serve as escorts on introductory tours of the town, or to accompany Vietnamese to other necessary appointments. If an interpreter is needed but not available it can be a difficult but not impossible situation. Drawing pencils and scratch pads to illustrate accompanying gestures can say volumes.

How-To Sessions. It is through these efforts that the strain of resettlement can begin to ease.

Religion. There has been considerable misunderstanding on the status of Buddhist Vietnamese. Many have believed that to acquire a sponsor, they must convert to Christianity; otherwise, a Christian will not sponsor them. This is not so and needs correcting. One way is to provide the headquarters address of the Buddhist Churches of America, at 1710 Octavia Street, San Franciso, California 94101. That office will send a list of all the Buddhist Churches in the U.S. and their location.

Advise the Vietnamese of complete freedom to worship as they choose, that they can meet in homes for their services, if they choose, until such time as they can establish a church building, or temple.

ADDENDUM II

Menu

Chicken Soup

Caramel Pork Vegetable

Vietnamese Style Salad

Fruit

Tea

****

Chicken Soup

1/2	Chicken, or use 4 thighs (Vietnamese prefer dark meat)
1/2 c.	Rice
3 T.	Fish sauce
3	Spring onions (optional)
4 c.	Water
	Salt, ground pepper

Bone the chicken and cut in small, bite-size pieces. Combine chopped onion, fish sauce, salt, and pepper. Mix thoroughly with chicken pieces and let marinate.

Add chicken bones, rice, 1/2 t. salt, 4 c. water to pressure cooker. Bring pressure up to 10 lb. and remove from heat. Let stand three minutes and cool under cold running water. Remove the bones and when ready to serve add meat mixture, bring to a boil and cook 5 minutes. Season to taste and serve. Can be served in small portions as an appetizer.

Caramel Pork

1/4 c.	Sugar
1/2 c.	Water
1 lb.	Fresh pork, picnic or shoulder
5 T.	Fish sauce
1 T.	Soy sauce
1 t.	Salt
4	Hard cooked eggs

Blend sugar and 1/4 c. water in a saucepan. Cook until sugar turns brown. Keep stirring and watch closely to keep from burning. When the sugar has caramelized, add 1/4 c. water

and stir until sugar has dissolved. Set aside.

Slice pork very thin and in small pieces. Place in a pressure cooker, add water to cover, and salt to taste. Cook under 10 lb. pressure for five minutes. Reduce pressure, add caramelized sugar mix, soy and fish sauce, and the eggs. Simmer until liquid reduces to about 1/4 c. and pork is done. Serve over steamed rice. Serves 4.

Vegetable

1/4 lb.	Ground pork
1/2 lb.	Chinese cabbage
3	Spring Onions
2 T.	Fish sauce
	Salt
	Pepper, optional

Combine onions, fish sauce, salt and pepper and mix thoroughly with the pork. Add to 2 c. boiling water. Bring back to a boil and simmer 5 minutes. Separate meat into small bite-size pieces and continue cooking until pork is done. Add cabbage and cook until it is barely tender. Season and serve. Serves four. Pork can be substituted with beef, or shrimp. Spinach, mustard greens, watercress, squash, or other cabbage can replace Chinese cabbage.

Vietnamese Style Salad

1 sm.	Head lettuce
1/4 lb.	Bean sprouts
2 t.	Salad oil
1/4 t.	Salt
2 t.	Soy sauce
1/4 c.	Water
1/2 t.	Sugar
1 T.+	Vinegar
	Pepper
	Thinly sliced onion (optional)

Break lettuce into 1" pieces. Toss the lettuce and bean sprouts in oil. Mix remaining ingredients together. Pour over salad 1/2 hour before serving. This is sometimes stir-fried and served hot.

A new source for Nuoc Mam has been established by the major distributor for it in the U. S. and will be available by mid-September, 1975. Write to Viet My Corp, 1007 St. Stephens Road, Alexandria, Virginia 22304.

Nuoc Mam Sauce

1/4 c.	Fish sauce
1/4 c.	Water
3 T.	Sugar, or more
2 T.	Vinegar
2	Garlic cloves, crushed (optional)
	Hot peppers
1 t.	Lemon juice

Sauce can be lightly salty, neither excessively sweet or sour. It replaces table salt.

Cornell White Bread

3 c.	Warm water (80°)
2	Yeast (dry or cake)
2 T.	Sugar or honey
7 c.	Flour (more if needed)
1/4 c.	Wheat germ
3/4 c.	Dry milk
3/4 c.	Full-fat soy flour
4 t.	Salt
2 T.	Salad oil

Combine water, yeast, sugar or honey in a large bowl. Let stand 6 minutes. Measure and mix together 6 cups flour, wheat germ, soy flour, and dry milk in a separate bowl. Stir the yeast mix, add the salt and 3 - 4 cups flour mix. Beat with 75 hand strokes or for two minutes with an electric mixer. Add the salad oil and the rest of the flour mix. Blend and turn out onto a floured board. Adding remaining flour as it is needed, knead thoroughly until dough is smooth and elastic - 5 to 10 minutes. Grease a bowl well, place the dough in it and turn over once to bring the greased side to the top. Cover and let rise until doubled in bulk (about 1 hour). Punch dough down with vigor, fold over the edges and turn over to bring the bottom top side. Let rise 20 minutes more. Turn out on to the board, cut dough in half. A small piece for a very small loaf can be cut off first. Roll out one piece at a time to about 1" thickness, and slightly longer than the bread pan. Starting with the far end, roll the dough toward you ending with the fold on the bottom. Tuck both ends under and place in a greased bread pan. Cover and let rise until doubled in bulk, but not much more. Bake 350° for 50 - 60 minutes. If the loaves start to brown too much in the first 15 minutes, reduce heat to 325°.

Yield: 2 loaves for 60¢ each (current Washington, D.C. prices)

Boston Baked Soy Beans

2 lb.	Soy beans
1 lb.	Shoulder pork, chopped small
1	Large onion
1/4 c.	Dark molasses
1/4 c.	Sugar
2-3 t.	Dry mustard
2-1/4 t.	Salt
3 c.	Tomato juice, optional

Pick over beans and wash. Place in a large oven-proof pot with a tight cover. Cover with water. Mix seasonings with enough hot water to make a paste and add to the beans. Add chopped pork and bring to a boil. Sink a whole onion in the center of the pot, cover and bake for 8 hours at 225°.

1/2 lb. salt pork can be used in place of fresh pork. If it is, trim off the rind, scald for 5 minutes, cut in 1/2 inch slices and distribute evenly through the beans before baking.

This recipe lends itself well to overnight oven use. Make a last minute check to be sure the water level is over the beans by 1/2 inch. If the "juice" level on the finished product seems low, add water. The flavor is strong enough to take it. Pack in individual or family size servings and freeze.

Yield: 3 quart at a cost of 45¢ per quart (without pork and tomato juice) at current Washington, D. C. prices.